



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON
WASHINGTON, DC 20350-2000

OPNAVINST 1412.15
N2N6
3 Dec 2012

OPNAV INSTRUCTION 1412.15

From: Chief of Naval Operations

Subj: INFORMATION DOMINANCE CORPS COMMAND QUALIFICATION PROGRAM

Ref: (a) OPNAVINST 1412.14
(b) OPNAVINST 1412.13

Encl: (1) Sample Command Qualification Board Recommendation Letter
(2) Sample Command Qualification Designation Letter

1. Purpose. To issue the requirements and procedures for Information Dominance Corps (IDC) Officers (18XX) and IDC Limited Duty Officers (LDOs) to be qualified for assignment to command.

2. Applicability. Per reference (a), this instruction formally establishes the written Command Qualification Program for IDC officers. The requirements of this instruction must be met for IDC officers to assume command assignments within the IDC. Per reference (a), officers screened for command or under orders en route to command prior to 4 June 2013 are exempt from the requirements of this instruction.

3. Discussion

a. IDC officers are highly specialized members within their parent community (Oceanography, Information Warfare, Information Professional, and Intelligence), and subject matter experts in general Information Dominance (ID) Warfare. The specialization allows them to excel as technical experts within their community. The general ID expertise allows for synergy between the various communities and acts as a force multiplier within the Information Domain.

b. Success in command requires a combination of knowledge, experience, and character. Knowledge is acquired through both formal and informal training, including coursework, Professional Qualification Standards (PQS), etc. Experience is achieved through action, both successes and failures, which cannot be

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taught. Character is the sum total of the traits possessed by an individual which form the moral courage, integrity, and commitment prerequisite to carry the heavy burden of command and to maintain the trust inherent in that charge. Qualification for command is limited to those officers who have met all requirements and who, by their outstanding performance over a breadth of leadership assignments, have clearly demonstrated superior potential for command.

4. Command Qualification Requirements. Preparation for command within the IDC is a multi-faceted and evolving process. It is the synthesis of formal qualification, judgment, level of knowledge, moral character, personal bearing, and experience accumulated through professional education and multiple tours of duty.

a. Eligibility for IDC Command Qualification:

(1) Hold an IDC designator (18XX) or IDC LDO Designator (642X, 644X, or 645X).

(2) Complete the PQS issued by the community (as applicable).

(3) Complete the Information Dominance Warfare Officer (IDWO) PQS and be qualified as an IDWO per reference (b).

(4) Be in or have completed a mid-career community milestone tour.

(5) Have been permanently appointed to the rank of LCDR or above.

(6) Successfully complete a Command Qualification Oral Board (per paragraph 5).

b. Upon review of Command Qualification Oral Board results, eligible candidates will be designated as "Qualified for IDC Command" by the Command Qualification Authority and awarded the appropriate Additional Qualification Designation (AQD).

5. Command Qualification Oral Board. Per reference (a), successful completion of a command qualification oral board is a prerequisite to consideration by an Administrative Screen Board for command assignment. The establishment of a Command Qualification Oral Board within each individual command or unit to which IDC officers and LDOs are assigned is mandatory.

a. Oral Board Prerequisites. Prior to being considered for an oral board, the nominee must meet eligibility requirements for command qualification specified in subparagraph 4.a. It is the responsibility of the board chairman to verify candidates meet eligibility requirements prior to convening the board.

b. Oral Board Chairman. The candidate's Commanding Officer is responsible for the conduct of the board and will act as or designate a board chairman. The Commanding Officer may delegate administrative duties relating to the board to other qualified officers; however the recommendation for command qualification is ultimately the Commanding Officer's responsibility. In the event the Commander or Commanding Officer is a flag officer, they may designate the Chief of Staff or other subordinate officer who is post-command or in an O-6 command to coordinate and manage IDC command qualification responsibilities at that command. The board chairman must be an officer in command/post-command, as defined in paragraph 7a(1) of reference (a). Board membership may be composed of officers senior to the Commanding Officer; in such cases, the senior member of the board may assume chairmanship of the board or may elect to defer to the Commanding Officer (or their chosen representative).

c. Oral Board Composition. Oral boards must be composed of at least three officers. All members of the board should be senior (by rank, position, and/or time in grade) to the candidate. Specific board membership is at the discretion of the chairman but must include at least one officer who is in or has previously completed an O-6 command tour. Additionally, whenever possible, the board must include at least one IDC officer in command or post-command. If it is not possible to meet this requirement, the oral board report must include a comment as to the reason and circumstances. At the chairman's discretion, senior enlisted personnel (Command Master Chief or equivalent) may observe the board and make recommendations to the board prior to deliberation, but may not vote as a member of the board.

d. Oral Board Guidelines. Specific details regarding the process for oral board scheduling, criteria, and membership shall be determined by the board chairman. The following general guidelines are provided:

(1) The board should be a minimum of one hour in duration.

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(2) The board should not dwell on technical aspects which have been covered by previous qualifications and training. Rather, the interview should be oriented to evaluate the candidate's maturity, judgment, attitude, motivation, and awareness.

e. Whenever possible, the board should convene in person. However, the board may convene via Video Teleconference (VTC), conference call, or other remote means as designated by the chairman, especially when geographic location or other prevailing condition make convening of the board in person infeasible or too costly.

f. Upon completion of their deliberations, the Command Qualification Oral Board shall report their proceedings as follows:

(1) For officers found qualified, a letter setting forth the findings of the board will be sent to the Command Qualification Authority, with a copy to the candidate. The Command Qualification Authority will review the results of the board and upon verification of successful completion of all requirements, designate the candidate as "Qualified for IDC Command" via formal letter to the candidate, with copies to CHNAVPERS (PERS 47) and the board chairman. Enclosure (1) is a sample Command Board recommendation letter. Upon receipt of a successful oral board report, CHNAVPERS (PERS 47) will ensure the appropriate remarks are entered in the candidate's official record. Once designated "Qualified for IDC Command" the candidate will be awarded the applicable AQD. Relevant comments concerning the completion of the oral board shall be made in the officer's next regular fitness report.

(2) For officers found not qualified, a report of the board's findings, the reasons for non-qualification and, if appropriate, a recommended date for another board will be forwarded to the candidate, with a copy to the Command Qualification Authority. The Command Qualification Authority shall review the results of the board and determine, based on the nature of the deficiencies demonstrated by the candidate and the recommendations of the board, the appropriate remediation and time required before an additional board will be conducted.

g. Appeals and Unusual Circumstances. Candidates may appeal the results of an oral board to the DCNO for Information Dominance per the procedures in paragraph 11. Likewise, requests for deviations due to inability to meet the

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requirements of this instruction as a result of unusual circumstances may be made to the DCNO for Information Dominance per the procedures in paragraph 11.

6. IDC Command Qualification Authority. The Deputy Chief of Naval Operations for Information Dominance (OPNAV N2/N6) is the IDC Command Qualification Authority. OPNAV N2/N6 shall coordinate IDC Command Qualification for IDC officers and ensure all IDC Officers qualified for command meet the requirements of reference (a) and this instruction. OPNAV N2/N6 shall designate IDC officers as "Qualified for IDC Command" once they have completed all applicable requirements for that qualification.

7. Requirements for Command. Per reference (a), prior to assuming a command assignment, IDC officers must:

a. Be screened by a formal administrative screening board. Prior to consideration for command assignment at this administrative screening board, IDC officers must have been designated "Qualified for IDC Command" by the IDC Command Qualification Authority. The specific deadline for completion of IDC Command Qualification in order for an officer to be eligible for screening at the next administrative board shall be announced annually.

b. Complete Command Leadership School (CLS) including the written examination and a 360° assessment.

8. Space Cadre. Members of the Space Cadre shall follow the command qualification guidance for their respective designators.

9. Cyber Warfare Engineer Officers. Cyber Warfare Engineer Officers (184X) are not eligible for assignment to command billets within the IDC and therefore are not eligible for or subject to IDC Command Qualification requirements per this instruction.

10. Command by Non-IDC Officers. Officers with designators other than 180X, 181X, 182X, 183X, 642X, 644X, and 645X are exempt from the requirements of this instruction. Non-IDC officers must meet the requirements of their respective designator prior to assuming command assignments, including when such officers are cross-detailed to IDC command assignments.

11. Exceptions. Exceptions to command qualification procedures prescribed in this instruction may be granted only by the Deputy Chief of Naval Operations for Information Dominance (OPNAV

N2/N6) at the request of the officer seeking command qualification. Requests for exceptions shall be made by formal letter from the officer seeking the exception and submitted to OPNAV N2/N6, via the Corporate Director, IDC (OPNAV N2/N6C). The request must include full documentation detailing why the procedures outlined in this instruction cannot be met.

12. Review. The Deputy Chief of Naval Operations for Information Dominance (OPNAV N2/N6) is charged with the responsibility for periodic review and update of this instruction.

A handwritten signature in dark ink, appearing to read "Kendall L. Card". The signature is stylized with large, flowing loops and a prominent initial "K".

KENDALL L. CARD
Vice Admiral, U.S. Navy
Deputy Chief of Naval Operations
for Information Dominance

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SAMPLE COMMAND QUALIFICATION BOARD RECOMMENDATION LETTER

From: Board Chairman
To: Deputy Chief of Naval Operations for Information
Dominance (N2/N6)
Via: (Nominee's Commanding Officer) (If not Board Chairman)
Subj: COMMAND QUALIFICATION BOARD RECOMMENDATION ICO (Nominee)
Ref: (a) OPNAVINST 1412.15

1. Under the provisions of reference (a), I chaired an IDC Command Qualification Board on DD MMM YYYY to determine the fitness for command of (Nominee). The board members included (name, rank, desig), (name, rank, desig), and (name, rank, desig).

2. The board found (Nominee) fully qualified for selection to command per reference (a).

3. (Comments. If found not qualified for command, reasoning and recommendations must be included in the comments).

/s/

Board Chairman

Copy to:
Nominee
Board Members
Nominee's Parent Command (if applicable)

Enclosure (1)

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SAMPLE COMMAND QUALIFICATION DESIGNATION LETTER

From: Deputy Chief of Naval Operations for Information
Dominance (N2/N6)

To: Nominee

Subj: COMMAND QUALIFICATION DESIGNATION

Ref: (a) OPNAVINST 1412.14
(b) OPNAVINST 1412.15

1. I have reviewed the results of your Command Qualification Oral board and the requirements of references (a) and (b) and am pleased to formally designate you as Qualified for IDC Command.

2. Congratulations! This achievement is a significant milestone in your career.

/s/
(OPNAV N2/N6)

Copy to:
Board Chairman
Navy Personnel Command (PERS-47)
Nominee's Parent Command

Enclosure (2)